



MAILING ADDRESS: **Canadian Produce Marketing Association**  
162 Cleopatra Dr., Ottawa ON K2G 5X2 | T: (+1) 613-226-4187 | F: (+1) 613-226-2984  
If you have any questions, please contact CPMA at (+1) 613-226-4187.

## APPLICATION FORM FOR NEW FIXED-WEIGHT COUNT PACKAGED FRESH PRODUCE UNIVERSAL PRODUCT CODE (UPC)

Please be sure you have thoroughly read this application form and attach the necessary documentation before sending it to the CPMA. APPLICATION FEES ARE NON-REFUNDABLE. Check with the CPMA before applying for a new code to make sure it does not already appear on the addendum and that there is not a similar code request pending.

Please allow sufficient time for the CPMA and the PEIB to assign new numbers. You should ALLOW AT LEAST 4 TO 6 WEEKS for CPMA to process this request. You should not wait until you are ready to print packaging to submit the application.

No application will be considered unless the following criteria are met and the proper documentation is attached. If any of these criteria are not relevant to the application, please indicate this on the form.

### CRITERIA FOR NUMBER ASSIGNMENTS

#### 1. COMMODITY

Product must be a fresh produce item sold in an unprocessed form (peeled and/or pre-cut produce is considered processed) through retail stores. Product must be sold in a fixed weight or count that carries the name and address of the shipper or packer.

#### 2. VARIETY

Product must be a variety that is widely recognized (such as Apple, Red Delicious) as being distinct from another variety of the same commodity (such as Apple, Golden Delicious).

#### 3. GRADE (IF REQUIRED)

Product must conform to an established grade of the Canadian Food Inspection Agency or other authoritative body and such grade must be recognized by the trade in its customary practices (e.g. Fancy). This criteria is used only where multiple grades of the same item need to be distinguished.

#### 4. WEIGHT

Package weight must conform to a standard widely used throughout Canada. (e.g. 2lb. Carrots.)

#### 5. SIZE

Product size must conform to standards widely used throughout Canada. (e.g. 2 3/8" Apple).

#### 6. ORIGIN

A separate item number may be assigned to a product (Item A) that is similar in all respects to another product (Item B) that already has an assigned number if both the following criteria are met:

- Item A differs by being grown in an area whose products are regularly marketed as distinct and different from that of Item B.
- Item A is customarily assigned a separate stock keeping number (SKU) for inventory control by both wholesalers and retailers.

#### 7. PACKAGING

A separate item number may be assigned to a product (Item C) that is similar in all respects above to another (Item D) that already has an assigned number if both the following criteria are met:

- Item C uses a type of packaging material that constitutes the principal differentiation for the trade to regularly market that item as distinct and different from item D.
- Item C is customarily assigned a separate stock keeping number (SKU) for inventory control by both wholesalers and retailers.



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## UPC APPLICATION FORM

The information requested below will be used to evaluate whether a new UPC item number should be assigned to the fresh produce product (s) detailed by you, the applicant. All information you provide will be considered by the PEIB in making its decision. By completing this form and filing the requisite fees, you agree to adhere to the rules and procedures established by the PEIB and GS1-US, which governs use of the Universal Product Code symbol (barcode).

### CONTACT INFORMATION

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### METHOD OF PAYMENT

Payments are accepted by cheque (payable to CPMA) or credit card by telephone or return fax.

Check one   MasterCard  Visa  Amex  Cheque

Credit Card #: \_\_\_\_\_  
(please print numbers clearly)

Expiry Date (MM/YYYY): \_\_\_\_\_ CVV #: \_\_\_\_\_  
(3-4 digit code on back of card)

Print Name: \_\_\_\_\_  
(as it appears on the credit card)

Authorized Signature: \_\_\_\_\_

## PLACING YOUR REQUEST

**PLEASE FAX YOUR APPLICATION FORM TO CPMA at (+1) 613-226-2984** (or send to the address above).

## CRITERIA INFORMATION

Please be sure you have read the Fee Information and Explanation of Criteria before completing the following section. Call the Canadian Produce Marketing Association (CPMA) at (613) 226-4187 ext. 227 with any questions. Please be sure to check with the CPMA before submitting any applications to be sure that the numbers being applied for have not already been assigned, and are not pending.

**You must use a separate copy of this form for each individual number being applied for.**

Commodity: <input style="width: 90%;" type="text"/>	Variety: <input style="width: 90%;" type="text"/>
Grade: <input style="width: 90%;" type="text"/>	Weight / Fixed Count: <input style="width: 90%;" type="text"/>
Item Size: <input style="width: 90%;" type="text"/>	Origin: <input style="width: 90%;" type="text"/>
Packaging: <input style="width: 95%;" type="text"/>	

## FEE INFORMATION

A fee of **\$200.00 (CDN) FOR MEMBERS** and **\$250.00 FOR NON-MEMBERS** (PLUS APPLICABLE TAXES) is required for each new number request submitted to the CPMA. Applications must be accompanied by payment. A separate application must be made for each number required. In the event any one application requires multiple numbers and the applications are filed simultaneously, the maximum total fees payable will be \$1,500.00 (PLUS APPLICABLE TAXES) for up to 25 numbers. (For applications requiring more than 25 numbers, please call the CPMA for fees.) All fees will be payable at the time of application by the filing organization. Fees will be payable to the CPMA. The PEIB assumes no responsibility for return of filing fees once made, nor will such fees be refunded if an application is denied. All application fees will be payable to the CPMA at the time of application by the filing organization. Any and all applications will be made on forms available from the CPMA at [www.cpma.ca](http://www.cpma.ca) or by contacting the CPMA offices. No other means of application will be accepted. While applications will be reviewed in a timely manner, the CPMA and the PEIB assumes no responsibility for any delay in reviewing any applicant's case. The application for new numbers can only be communicated to the CPMA in written form. Once a number is assigned, the CPMA will communicate it to the applicant.

GST/HST#106846587RT0001

SubTotal	
(ON) HST 13%	
<b>TOTAL</b>	